

## Roberts, Timothy-P

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**From:** AirMonitoring  
**Sent:** Friday, April 08, 2022 10:02 AM  
**To:** 'Tea Tanaka'; AirMonitoring  
**Cc:** Thompson, Ashley; Dowdell, Edward (Ned); John Aldrin; Tea Tanaka; Mocka, Corey  
**Subject:** RE: Grant application question

Tea – After reviewing your tickets, we are pleased to notify you that we may accept the submittal of your application outside of Grants.gov. Please note that we are still reviewing all applications against the threshold requirements in Section III.C. of the RFA, and this is not an acknowledgement that your application meets these requirements. We will notify you separately if we deem your application is ineligible based on any of the requirements under this section of the RFA.

Feel free to contact us if you have any questions. Thanks.

Tim Roberts  
Acting Team Leader/JRO  
Acquisition Policy Team  
OAR, Office of Program Management Operations  
U.S. Environmental Protection Agency  
202-564-6004  
[roberts.timothy-p@epa.gov](mailto:roberts.timothy-p@epa.gov)

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**From:** Tea Tanaka <tboci3@gmail.com>  
**Sent:** Tuesday, April 05, 2022 9:38 AM  
**To:** AirMonitoring <AirMonitoring@epa.gov>  
**Cc:** Thompson, Ashley <Thompson.Ashley.M@epa.gov>; Dowdell, Edward (Ned) <Dowdell.Ned@epa.gov>; John Aldrin <j\_aldrin@yahoo.com>; Tea Tanaka <tea.stopeto@gmail.com>  
**Subject:** Re: Grant application question

4/5/22 update on SAM account:

I called FSD this morning to inquire on the status of both tickets. John Aldrin's ticket is on hold, they are waiting for him to call them back. John is out of the country at the moment.

My ticket was closed after a change was made on their side (not clear on what that change is). Now, when I log into my SAM account, I do see the "ID assigned" tab active, which it was not previously. I clicked on it to validate the entity. Because the entity was not found from the search, I had to submit an incident. I attached evidence to prove the entity name & address - for validation purposes. That incident number is now **"INC-GSAFSD5929847 - User Question on Pending UEI Validation"**. I am guessing once the information is verified, I can proceed with registration.

Thanks,  
Tea

On Tue, Apr 5, 2022 at 7:59 AM Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)> wrote:

Hello,

sorry for the late reply, I was out on vacation.

Yes, both FSD tickets were elevated to Tier 2 as of 3/25/22; Aldrin ticket # INC-GSAFSD5884956 and Tanaka ticket # INC-GSAFSD5891361. I attached all the information we had about this ticket in pdf titled "Transmission difficulties" with the rest of the application docs. I am attaching it here again.

I will call them this morning to inquire about the status of my ticket. John Aldrin is still out of the country on vacation and cannot call about his ticket this week.

Thank you,  
Tea

On Fri, Apr 1, 2022 at 12:46 PM AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)> wrote:

Tea – To help us look into the issues you encountered, can you please send us the FSD ticket you referenced? Thank you.

Tim Roberts

Acting Team Leader/JRO

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**From:** Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)>  
**Sent:** Tuesday, March 29, 2022 10:43 PM  
**To:** AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)>  
**Cc:** Thompson, Ashley <[Thompson.Ashley.M@epa.gov](mailto:Thompson.Ashley.M@epa.gov)>; Dowdell, Edward (Ned) <[Dowdell.Ned@epa.gov](mailto:Dowdell.Ned@epa.gov)>; John Aldrin <[j\\_aldrin@yahoo.com](mailto:j_aldrin@yahoo.com)>; Tea Tanaka <[tea.stopeto@gmail.com](mailto:tea.stopeto@gmail.com)>  
**Subject:** Re: Grant application question

Hi Tim,

Thanks for the receipt. Looking forward to hearing back about status of application.

Best regards!

Tea

On Tue, Mar 29, 2022, 06:19 AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)> wrote:

Tea – Thank you for contacting us regarding difficulty submitting your grant application in response to the Enhanced Air Quality Monitoring for Communities grant competition. This email acknowledges receipt of your request to submit your application outside of Grants.gov.

We will notify you soon as to whether we will accept your application being submitted outside of Grants.gov, consistent with Appendix A of the RFA.

Tim Roberts

Acting Team Leader/JRO

Acquisition Policy Team

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**From:** Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)>

**Sent:** Friday, March 25, 2022 11:54 PM

**To:** AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)>

**Cc:** Thompson, Ashley <[Thompson.Ashley.M@epa.gov](mailto:Thompson.Ashley.M@epa.gov)>; Dowdell, Edward (Ned) <[Dowdell.Ned@epa.gov](mailto:Dowdell.Ned@epa.gov)>; John Aldrin <[j\\_aldrin@yahoo.com](mailto:j_aldrin@yahoo.com)>; Tea Tanaka <[tea.stopeto@gmail.com](mailto:tea.stopeto@gmail.com)>

**Subject:** Re: Grant application question

Hello Tim and everyone,

Thank you for all your help. Between yesterday and today, we have been on the phone with the Federal Service Desk several times. John was successful in eventually getting me added as a role in sam.gov under our entity, so I could finish the process. Unfortunately, once I took hold of the entity registration, I stumbled on the same exact error as John experienced. I initiated another ticket with FSD. Both our tickets were elevated to Tier 2. However, as of today, an agent still needs to be assigned to our tickets. I summarized everything in a pdf doc I titled "Transmission difficulties" attached here.

Thank you for accepting our application outside the system. Please see all relevant documents attached to this email.

Thank you in advance for your help.

Sincerely,

Teuta (Tea) Tanaka

On Thu, Mar 24, 2022 at 8:20 AM AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)> wrote:

Tea – You should also contact the SAM service desk and provide them the ticket number. Let them know that you are registering so you can apply for a grant competition that closes tomorrow and they can hopefully expedite the ticket. If you are unable to resolve the issue, be sure to email us tomorrow your full application in PDF format, document the issues, and provide all SAM and Grants.gov ticket numbers. Appendix A on pages 27-28 of the RFA further explain this process for submitting your application outside of Grants.gov.

I hope you are able to resolve the registration issue.

Tim Roberts

Acting Team Leader/JRO

Acquisition Policy Team

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**From:** Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)>

**Sent:** Thursday, March 24, 2022 12:01 AM

**To:** AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)>; Thompson, Ashley <[Thompson.Ashley.M@epa.gov](mailto:Thompson.Ashley.M@epa.gov)>; Dowdell, Edward (Ned) <[Dowdell.Ned@epa.gov](mailto:Dowdell.Ned@epa.gov)>

**Cc:** John Aldrin <[j\\_aldrin@yahoo.com](mailto:j_aldrin@yahoo.com)>

**Subject:** Re: Grant application question

Hi everyone,

I am writing again asking for your help with another technical issue we ran into; this time with SAM.gov

Since we last communicated, we established a 501c3 entity titled Lake County Environmental Works (LCEW). We got the EIN for the entity (# 88-0750336), registered the entity with the State of IL, got the DUNS ID (118607136) and SAM ID (S6HAU593KB79), and set up a bank account for the entity.

John Aldrin, Director of LCEW, was in the process of registering the entity under his account on [sam.gov](https://sam.gov) when he got an error message from the system. The website wasn't allowing him to update toggle actions on LCEW. The error read: "*There is an issue with the status of your entity registration. Please contact the Federal Service Desk.*" (see attached screenshots at the bottom of this email). John called Service Desk today to resolve the issue, but they were unsuccessful. There was a ticket created for it # INC-GSAFSD5884956 with Ref: MSGPROD18834172\_ulhSPJNKYKigla1

The problem is John will be out of the country starting Thursday 3/24/22. He will not be able to follow up with the Service Desk on this technical issue until he returns back in the country, which will be past the grant's deadline.

I created a login ID in the system myself, to see if I could continue the SAM registration under my account instead. The system didn't let me create a new SAM ID; it recognizes the previous SAM ID that John created. John cannot delete the entity from his account either.

All our forms, grant application, all required attachments, and bank information are ready for submission to this grant. But it seems the system isn't cooperating with us.

Hence the purpose of my email. I am trying to see what other avenues are there to submit for this grant.

**Could we submit via email or FedEx instead? If not, would it be possible to get an extension,** so we could resolve the technical issue with Service Desk?

We're trying to think outside the box here. Our EJ communities desperately need to know the quality of the air we're breathing in Lake County, IL. This grant is our Hail Mary to get some conclusive data on our environmental issue.

We thank you all very much in advance for your help and hope to get this resolved.

Sincerely,

Tea Tanaka

***Screenshot 1 - showing the entity DUNS and SAM ID:***

***Screenshot 2 - showing SAM Entity Registration error:***

On Fri, Feb 25, 2022 at 9:04 AM AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)> wrote:

I'm glad this worked out and thanks for letting us know.

Tim Roberts

Acting Team Leader/JRO

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**From:** Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)>  
**Sent:** Thursday, February 24, 2022 1:28 PM  
**To:** AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)>  
**Cc:** John Aldrin <[j\\_aldrin@yahoo.com](mailto:j_aldrin@yahoo.com)>; Thompson, Ashley <[Thompson.Ashley.M@epa.gov](mailto:Thompson.Ashley.M@epa.gov)>; Dowdell, Edward (Ned) <[Dowdell.Ned@epa.gov](mailto:Dowdell.Ned@epa.gov)>  
**Subject:** Re: Grant application question

Hi everyone,

Yes, I created a new org and got the EIN number quickly for it. I'm not sure what the previous issue was.

Thank you very much for your help.

Best regards,

Tea

On Thu, Feb 24, 2022, 08:33 AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)> wrote:

Tea – Have you tried a new application for the EIN? Based on the screenshot, it looks like some of the info you provided is preventing you from applying for an EIN through the online application. If the information for the responsible party matches IRS records, then you should be able to use the online system.

Tim Roberts

Acting Team Leader/JRO

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**From:** Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)>  
**Sent:** Thursday, February 17, 2022 3:00 PM  
**To:** AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)>  
**Cc:** John Aldrin <[j\\_aldrin@yahoo.com](mailto:j_aldrin@yahoo.com)>; Thompson, Ashley <[Thompson.Ashley.M@epa.gov](mailto:Thompson.Ashley.M@epa.gov)>; Dowdell, Edward (Ned) <[Dowdell.Ned@epa.gov](mailto:Dowdell.Ned@epa.gov)>  
**Subject:** Re: Grant application question

Thank you for your quick response.

Yes, the online EIN request was attempted online. Unfortunately, after I submitted, they gave us a 101 code and told us to call them (screenshot of that message attached here).

That number leads us to an automated message saying they've too many phonecalls and to attempt calling later. Needless to say, a few days of repeatedly trying hasn't helped...

I'll keep calling them.

Thank you,

Tea

On Thu, Feb 17, 2022, 12:38 AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)> wrote:

Tea – Thank you for your interest in this competition. Have you tried the online EIN application (<https://www.irs.gov/businesses/small-businesses-self-employed/how-long-will-it-take-to-get-an-ein>)? This system can provide an EIN within a day. The backlog is more related to tax returns. Please let us know if the online application is not working properly, since you do need to be registered in SAM.gov in order to apply for a grant through Grants.gov and SAM requires a TIN to register. You should have enough time before the March 25 grant competition to get register. If it seems there are delays, please let us know so we can look into options.

Tim Roberts

Acting Team Leader/JRO

Acquisition Policy Team

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U.S. Environmental Protection Agency



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**From:** Tea Tanaka <[tboci3@gmail.com](mailto:tboci3@gmail.com)>  
**Sent:** Thursday, February 17, 2022 11:01 AM  
**To:** AirMonitoring <[AirMonitoring@epa.gov](mailto:AirMonitoring@epa.gov)>  
**Cc:** John Aldrin <[j\\_aldrin@yahoo.com](mailto:j_aldrin@yahoo.com)>  
**Subject:** Grant application question

Hello,

Our team in Lake County, IL is interested in applying for the EPA ARP grant (submission due 3/25/22). We are in dire need of funding to do air monitoring for Ethylene oxide emissions here.

We've hit a snag as we're navigating the IRS process obtain an EIN number for our new 501(c)3 organization. The problem is the IRS has currently an unusually long process time. News reports say they are months behind.

We may/may not be able to obtain an EIN number by the time the ARP grant comes due.

Our questions to you are:

- 1) Would we be eligible to apply even if the IRS process is underway?
- 2) Could we apply as a citizen group without needing to be a 501c3 at all?
- 3) What other options do we have to apply for ARP grant?

Thank you in advance for your help.

Respectfully,

Tea Tanaka

P.S. My colleague, John Aldrin, is cc-ed in this email. Please reply all to include him.

